

The Kentucky Board of Licensure for
Marriage and Family Therapists
April 23, 2015
Minutes

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on April 23, 2015.

Board Members Present:

Ms. Mary Badami, Chair
Mr. Brien Hill
Ms. Carolyn Miller-Cooper
Ms. Karen Westbrooks
Ms. Mary Ellen Yates
Ms. Marie Ruf

Occupations and Professions:

Amy Parker, Board Administrator
Gordon Slone, Executive Director

Office of the Attorney General

Ryan Halloran

Board Members Absent:

Ms. Jane Prouty

The April 23, 2015 meeting was called to order by Board Chair, Mary Badami at 12:40 p.m.

The Board reviewed minutes from the March 26, 2015 Board meeting. Mary Ellen Yates motioned to approve the minutes with amendments. Carolyn Miller-Cooper seconded the motion and it carried unanimously.

The Board reviewed the FY15 Monthly Financial Reports for July 1, 2014 through March 31, 2015. No further action taken.

O&P Report

Gordon Slone reported on the changes at O&P including the updated phone numbers and phone system as well as the personnel updates. O&P plans to have two more Board Administrators hired by June 1st, which will fulfill all current vacant positions.

Additionally, Mr. Slone reported on the necessary reaffirmation of the Memorandum of Agreement (MOA). The Board is required to sign the MOA each year. The Board reviewed the MOA and Karen Westbrooks motioned to accept the MOA. Marie Ruf seconded the motion and it carried unanimously.

Mr. Slone also discussed the continued work on the On-line License Renewal/Database Project. He informed the Board to continue to notify the Board Administrator or any problems the licensees were having with online renewal.

Old Business

Responses to all correspondence completed following the last Board meeting held on March 26, 2015 is indicated by the name and "Complete." Items that were tabled from the last meeting and discussed with action taken today are reported below:

a. Board Member Reports/Tasks -

- 1) CEU fee – A handout on proposed regulation changes were reviewed and discussed. A revised handout will be brought to the next meeting.
 - 2) Exam – This item will be discussed further at the next meeting.
 - 3) Suicide Training – The regulation proposal was discussed with proposed changes to continuing education requirements.
 - 4) Board Organization – To be discussed at the May meeting.
 - 5) Supervisor Regulation Amendment – A handout on the amended proposal to review was reviewed. Marie Ruf motioned to approve the regulation amendment as revised. Brien Hill seconded the motion and it carried unanimously.
- b.** Follow-Up to Debra Kirksey – Approved & Response Sent
- c.** Follow-Up to Bill Lafayette – Response & Renewal Copy Sent
- d.** Follow-Up to Don Pitts – Response Sent
- e.** Follow-Up to Vern Rickert – Response Sent
- f.** Follow-Up to Allison Leggin – Responses Sent
- g.** Follow-Up to Chip Chrisman – Response Sent
- h.** Follow-Up to Nicole Ward – Response Sent
- i.** Follow-Up to Tanganyika Jones – Response Sent
- j.** Follow-Up to Terry Baker – Response Sent
- k.** Julep Cup Ordered for Angela Evans – On Backorder

New Business

The Board discussed an email received from Robin Boulton requesting clarification on continuing education programs that have been denied. The Board's response references 201 KAR 32:060 Section 1(2).

The Board discussed correspondence from Amanda Bommer-Villaveces regarding questions about supervision hours obtained. Ms. Bommer-Villaveces will not be able to use supervision hours obtained outside of Kentucky by a non-approved supervisor to count toward the requirements for Kentucky licensure.

The Board received correspondence from Jennifer Hoertz regarding her supervision. After discussion, the Board determined they would need an updated supervision contract, all supervision logs, and a further explanation of the MFT practice in supervision from Ms. Hoertz.

An email was received from Loren Townsend regarding suicide training questions. In response, the Board would like to refer Mr. Townsend to 201 KAR 32:060 Section 2(1)(c). Trainings offered through a COAMFTE program would be approved.

The Board discussed the Board Approved Supervisor list available on the website. The Board determined that they will include name, city, state, business phone number, and whether they are AAMFT approved or Board approved supervisors.

The Board revisited the discussion on Allison Leggin's late fee waiver request. Due to the circumstances behind the request and having received the updated certificate, Brien Hill motioned to waive the late fee for Ms. Leggin this time. The motion was seconded by Carolyn Miller-Cooper and carried unanimously.

The Board reviewed William Slater's request for inactive licensure status. Mary Ellen Yates motioned to change licensure status to inactive. Brien Hill seconded the motion and it carried unanimously.

The Board reviewed Daniel Langer's request for inactive licensure status. Karen Westbrooks motioned to grant inactive licensure status retroactive to Mr. Langer's 2014 renewal date. Brien Hill seconded the motion and it carried unanimously.

The Board reviewed Elisha Hurley's request for Board Approved Supervisor status. The Board asked that Mr. Hurley submit proof of having taken the AAMFT Supervision Training (per every five (5) years) and one (1) hour of Kentucky Law (per year).

The Board reviewed Megan Salathe's correspondence regarding her Board Approved Supervisor status. After discussing the details, Carolyn Miller-Cooper motioned to rescind the previous denial and approve Ms. Salathe's Board Approved Supervisor status retroactive to January 1, 2015. The motion was seconded by Marie Ruf and it carried unanimously.

The Board reviewed Melanie McClish's request for Board Approved Supervisor status. The Board asked for clarification from Ms. McClish to determine if she was asking to become a non-AAMFT Board Approved Supervisor as the Board does not approved KAMFT Supervisor Status.

The Board reviewed Elizabeth Walker's request for Board Approved Supervisor status. Carolyn Miller-Cooper motioned to approve Ms. Walker's request. Karen Westbrooks seconded the motion and it carried unanimously. The Board asked that a reminder of the open window for Board Approved Supervisor status renewal be added to the response.

The Board reviewed an email from Mike Flaherty. No further action taken.

The Board received an email from Kristine Cleasby with questions regarding continuing education program approval. The Board referred Ms. Cleasby to 201 KAR 32:030 Section 1(2). The Board noted that all information on continuing education applications is reviewed and approved for what has been requested only. Additional dates or locations will require a new continuing education application if not listed on the initial

application. Also, certificates must contain the exact statement, "LMFT Board granted approval for this program on (date)."

The Board discussed decision trees for each application. Board members were asked to send problems with applications to Mary Badami to compile and discuss at the next meeting.

Changes to application forms were briefly discussed and Amy Parker was asked to email the existing forms prior to the next meeting for discussion.

The Board tabled the agenda items "Clarification on requirements for associate logs" and "Checklist for applications."

Complaints/Other Legal Matters

- 2014-003 – Pending
- 2014-005 – Pending
- 2014-007 – Pending
- 2015-001 – Pending

Application Review

Marie Ruf motioned to approve all applications, renewals, audits, inactive status requests and Provider Applications as reviewed and approved by the Committees which met today. Mary Ellen Yates seconded the motion and it carried unanimously.

Marie Ruf made a motion to approve the ratifications of applications, renewals, audits and provider applications reviewed and issued following the last meeting and prior to this meeting. Carolyn Miller-Cooper seconded the motion and it carried unanimously.

Associates:

The following applications for Marriage and Family Therapy Associates were approved:
Matthew White

The following applications for Marriage and Family Therapy Associates were deferred:
Laura Broadwater

The following applications for Marriage and Family Therapy Associate were approved with provisions: *None*.

The following applications for Marriage and Family Therapy Associate were denied:
None.

The following Plans of Supervisions for Marriage and Family Therapy Associates were approved: *Kacey Jenkins, Katelyn Tippet*

The following Renewals for Marriage and Family Therapy Associates were approved: *Shirley A. Pittman Artis, Susan T. Clark, Anita Evans, Karen Hatcher, Rachel Heyne, Ricky Mattox, Sharon Perkins, Yenisei Santiesteban, Kourtnee Seymour*

The following Renewals for Marriage and Family Therapist Associate were deferred: *None.*

The following Renewals for Marriage and Family Therapist Associate were approved with provisions: *Sheree Malone*

The following Renewals for Marriage and Family Therapy Associate were denied: *None.*

LMFT:

The following applications for Marriage and Family Therapist were approved: *Emily Phan*

The following applications for Marriage and Family Therapist were deferred: *Damon Cobble, Amy Beth Lockwood*

The following applications for Marriage and Family Therapist were denied: *None.*

The following applications for Marriage and Family Therapist reinstatements were approved: *None.*

The following applications for Marriage and Family Therapist reinstatements were deferred: *None.*

The following Renewal Audits for Marriage and Family Therapists were approved: *Judith Blanton, Roger Butterbaugh, Rachel Day, John Lentz, Sherri O'Bryan*

The following Renewal Audit for Marriage and Family Therapists were deferred: *None.*

Continuing Education Applications were reviewed. They will be posted on the website as soon as possible at <http://mft.ky.gov> under Resources/Continuing Education.

Status Report as of 4/22/2015

- Active Licensee's for Marriage and Family therapist.....528
- Active Permits for Marriage and Family Therapy Associates.....116
- Total Active Licensees and Permits.....644
- Total Inactive Licensees.....9

Exam Results - None

The next meeting of the Marriage and Family Therapy Board has been scheduled for May 28, 2015 beginning 12:30 p.m. at 911 Leawood Drive, Frankfort, KY 40601. Committees will meet at 8:30 a.m.

Mary Ellen Yates motioned that travel and per diem be paid to those who attended the regular Board Meeting on April 23, 2015. Karen Westbrooks seconded the motion. The motion passed unanimously.

Marie Ruf motioned to adjourn, seconded by Karen Westbrooks. The motion passed unanimously. Ms. Badami adjourned the meeting at 3:59 p.m.

Respectively Submitted:

Amy Parker,
Board Administrator